

**Want to earn an extra eight hours off?**

**Want to learn more about sustainability?**

**Want to reduce your carbon footprint?**

**Need a new energy efficient lightbulb?**

All City of West Des Moines employees are eligible to have their name entered into a drawing for 8 hours off (and other fabulous prizes!) if they collect eight stamps on their SASS Card. Major drawings will be held twice a year, with a smaller prize drawing held quarterly. SASS Cards do not expire, so you do not have to collect all eight within a certain timeframe. Whenever the card is full, please send to any SASS Team member, who will enter your name into the next drawing, and send you a new SASS card. Major drawings will be held at the Employee Picnic in the summer and at the Employee Recognition Dinner in the winter. The quarterly drawings will be held at the quarterly breakfasts.

A stamp can be awarded for sustainable activities and training offered by the SASS Team. Activities include:

- Completion of the Sustainability training module
- Attendance at a SASS-sponsored lunch & learn
- Volunteer for a Parks and Rec Green Team activity (mustard pull, roadside clean-up, etc.)
- Participate in Bike 2 Work Week by bicycling to work (1 stamp per day)
- Stop by the City's Earth Day booth in Valley Junction
- Bringing your own non-disposable cup to:
  - lunch & learns
  - quarterly breakfasts
  - employee picnic
- Carpooling (4 or more people drive together to a City-required meeting)
- Co-worker nomination. Employees can nominate a co-worker for a "sustainable behavior" stamp. Have you noticed somebody always brings reusable containers in their lunch? Does somebody go the extra mile to recycle cardboard, paper, or bottles? Simply send an email to any SASS Team member describing the sustainable behavior you witnessed. The Team will discuss all such emails at their regularly scheduled meetings and send the stamp via email, if awarded.

At such events, a SASS Team member will be available (most likely standing at the door) to stamps SASS cards. Each employee is responsible for their own SASS card. No tracking of stamps already awarded will be done.

SASS cards are available from any SASS Team member. They will also be available at the required Sustainability training.

**SASS Team:** Paul Barrows - Police; Mike Hagen and Ben McAlister - Public Works; Naomi Hamlett - Community & Economic Dev.; Shirley Houghtaling - Library; Amy Larsen - City Manager; Sally Ortgies, Melanie Perry, Mark Smith -Parks & Recreation; Doug Rex - Fire; Linda Schemmel - Development Services; Fern Stewart -Administrative Services; Kevin Trevillyan – Water Works